

Community Forest Advisory Board Meeting
July 12, 2006
11:45 a.m. – 1:15 p.m.
City Administration Bldg. -12th Floor, Closed Session Room

Minutes

- 1) **Call to Order** at 12:00 without a quorum, quorum reached at 12:18.
- 2) **Introductions** - *Members present were Marty Poirier, Dan Simpson, Mike Singleton, Craig Jones, Mary Johnson, Guy Preuss for Jolaine Harris, Drew Potocki, Mona Favorite-Hill, Michael Marika, Mica Millet for Gus Brown, Catherine Rom for Tony Gangitano, Chris Brennan for Tony Gangitano, Maureen Hall, Luis Generoso. Guests included Paul Sirois and Jeff Harkness from Parks and Recreation, Kathy Evans-Calderwood from City Heights Area Planning.*
- 3) **Approval of the June Minutes** – *Approved with changes*
- 4) **Chair's Announcements and Update** – *Craig would like CFAB to draft a letter of thanks from CFAB to be sent to Mona for her file for all the work she did for CFAB.*
- 5) **Discussion Items**
 - a. Letter to Council Offices (Workshop) – All
CFAB members need to send out a letter to their council offices along the lines of the Mayor's letter that will be emailed to you today. Each board member send out to your respective council member. If you want it on CFAB letterhead, email it to Maureen and she will print it on the letterhead and give it back to you. Start by thanking the council person for being sensitive to trees and tell them about all the grant funding that CFAB brings in. Invite them and the Mayor to a council meeting. Tell them about the PR value of CFAB. Ask them, and have them ask the Mayor, to confirm their commitment to the environment by coming to a CFAB meeting. CC Kevin Kline, Eileen Brennan and Aundene Hugg. Make it a photo opportunity by inviting the press, there is more opportunity for Council and the Mayor to come when it is a photo opportunity. Maybe instead of having them come to a CFAB meeting, have a press event at the Fig Tree in Balboa Park right before Arbor Day. Use the word event and stress that the press will be on hand, give the Mayor and Council talking points and facts beforehand.
 - b. Presentations to Community Planning Groups – Craig/Mona
CPC is delayed indefinitely. They are heavily involved in the General Plan and that is their high priority. They asked us to try them again after the fall. CFAB should also think about scheduling with different CPG's as well. The College Planning Group and Pardee Home Construction have asked Drew for presentations. He will handle them. The CFAB Board member for that council district and different Council Representatives should attend as well.

- c. Park and Recreation Board Tree Removal Policy – Mike Marika and Paul Sirois
P&R took the Tree Protection Policy into consideration when they rewrote the Parks Tree Removal Policy. If a tree is deemed hazardous and it is not a protected tree it will be removed. There are some grey areas but P&R staff will work it out. There is a procedure for all removals. CFAB would like to change the wording to make the Park Arborist is accountable for approving tree removals in numbers 2-5.

CFAB made a motion which was approved unanimously to support the policy with the suggestion of changing the Park Arborist language and adding language that “designated trees removed by reported to CFAB.”

6) Quick Business – None

7) Reports –

- a. Education & Outreach Committee – Mona reported that the Public Outreach contract has been signed with Creative Fusion. They can now develop the outreach materials and a high end brochure about CFAB and trees. They will also develop several smaller brochures for mass handouts. They can have the product within 3 to 4 months.

Today was Mona’s last CFAB meeting. She has left the city for the City of San Jose. Streets is trying to reclassify her position to a Supervising PIO because no one wants it as a Senior PIO because of all the work. Streets will try to fill it by the end of September. Mona will help out from San Jose as needed. Maureen will be taking over the lead on the public outreach contract until a new PIO is hired.

- b. Planning Committee – None

- c. Implementation Committee – None

- d. Finance Committee – None

- e. Staff Reports

- i) Michael Marika, Park and Recreation Dept. Arborist – None

- ii) Drew Potocki, Street Division Urban Forester – *The Tree Removal List will be sent out electronically next week*

- iii) Velmo Watson, Code Compliance Officer - None

- iv) Mona Favorite-Hill, General Services, Senior Public Information Officer – None

- v) Tony Gangitano, Development Services Dept., Senior Planner - None

- vi) Luis Generoso, Staff Representative to CFAB- None

8) Referrals to Committees – *None*

9) Public Comment - *None*

10) Next Regular Meeting – September 13, 2006, 11:45 a.m. – 1:15 p.m. – CFAB will be on vacation for the month of August

11) Adjourn